

NCI Works Executive Committee Meeting
Tuesday, January 6, 2026
12:00 Noon

Mission Statement

Northwest Central Illinois Works' mission is to work hand-in-hand with business, service, government, education and non-profit organizations to enable workers to work and businesses to compete.

Agenda

Join Zoom Meeting

<https://us02web.zoom.us/j/85379353613>

Meeting ID: 853 7935 3613

One tap mobile

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Call to Order (Patty Head, Chair)

Roll Call

Approval of the July 2, 2024 Meeting Minutes (Page 1) (Action Item)

Business Meeting

- Review and Approval of the Financial Reports Ending November 30, 2025 (Page 7) (Jessica Green) (Action Item)
- NCI Works Committee Structure (Page 8)

Other Business

- Pre-Program Planning Form for PY 26 Memorandum of Understanding (MOU) (Page 11)
- Review of One Stop Partner Customer Satisfaction Survey (Page 16)
- Request approval for any grant modifications (if necessary) (Carrie Folken) (Possible Action Item)
- Status Reports for Special Grants

PY 2025 Apprenticeship Activities – Dianna Schuler, Apprenticeship Specialist

An in-person event was held on October 8th and a virtual event on October 9th. October 8th's event focused on manufacturing in the Sauk Valley Area given that Manufacturing Day for that area is scheduled for October 9th. The October 9th event was intended for all industry sectors but had primarily manufacturers in attendance. In person presentation was also given at the November CME meeting at IVCC. Manufacturers present at the CME meeting expressed a lack of interest in DOL RAPs and stated that they are happy with how they handle internal training

without the added responsibility of a RAP. This information has been shared with the DCEO Apprenticeship Team.

We continue to have discussions with Tri-County Opportunities Council and SVCC concerning Early Childhood Education RAP. Our next meeting is scheduled for the morning of December 1st.

A meeting was also held with the HR manager from Viakable in Peru concerning their interest in apprenticeships. Viakable is planning an expansion, and the possibility of a RAP is not out of the question for them when considering the necessary training that will be needed during the planned expansion.

PY 2025 State of Illinois Supplemental Grant

The first Lunch and Learn is scheduled for December 16th “Cultural Competency in the Workplace”. As a reminder, we will be doing 4-6 “Lunch and Learn” this year instead of just 1 professional development. Some will be done virtually, and some will be in person.

The Work-based learning program has started again. We have a few (8) enrolled already, and our hope is to get the funds spent by early spring.

The Financial Literacy, Workplace Skills and Life Skills curriculum has been designed, and the incentives guidelines have been established

The computers for assistive technology will be purchased to replace the outdated computers by the end of the year.

Train the Trainer grant

We applied for and received the funds for Joel Torbeck to be the Trainer in the new case management system. This process will be conducted in 2026 and he will train our career planners and also Rockford’s local workforce area. Kerri Hicks will also be receiving this training as a backup trainer.

BEST Success Stories (Page 28)

NCI Works Meeting Schedule for 2026:

March 3, 2026

May 5, 2026

September 1, 2026

November 3, 2026

NCI Works Executive Committee Schedule for 2026:

July 7, 2026 (if needed)

Public Comments

Adjournment